



“FLEX YOUR POWER” ENERGY AWARDS

NOMINATION INSTRUCTIONS

PROGRAM STATEMENT: In a concise, one-page format (not to exceed 500 words), please describe the program or organization being nominated and indicate why the nominee should be awarded the “Flex Your Power Energy Award” for energy conservation and efficiency. Among the questions that should be addressed in this statement are:

- How and why was the energy program, organization, or partnership created?
- How was the energy program implemented? Please describe any innovative methods used (e.g., in budget, to justify costs, to gather support from constituents or customers, public education/marketing of your program, etc.).
- What are the nominee’s specific energy objectives?
- What measurable environmental or energy benefits have resulted, or are expected to result from the program, organization, or partnership (e.g., megawatts of energy saved, number of people served, etc.)?
- Is the environmental and energy progress of the program, organization, or partnership long lasting and sustainable?

SUMMARY STATEMENT: Summarize the purpose, objectives, and accomplishments of the program. The statement should not exceed 100 words and should be suitable for use in a catalog, database, or brochure.

SUPPORTING MATERIALS: You may attach up to ten pages of supporting materials to this application. Such material may include graphic presentations, brochures, photographs, newspaper articles, testimonials, etc. Supporting materials may not be used as a substitute for the above written statements.

EXTERNAL ENDORSEMENTS: You may include with your application no more than two letters of recommendation of the program, individual, or organization being nominated. References must be knowledgeable of and familiar with the nomination. Inclusion of external endorsements is optional but strongly recommended.

ELIGIBILITY: The awards will be presented for achievements either undertaken, in progress, or completed in 2001. The application process is open to all businesses, professional and trade associations, state, regional and local governmental entities, and community-based organizations operating in California.

Completed applications, including all supporting materials and external endorsements, must be postmarked or hand-delivered by May 17, 2002.

SELECTION: A Selection Committee will evaluate all applications for strength in five specific areas: Results, Transferability, Resource Conservation Impact, Leadership, and Innovation. Project scope and relevancy will also be considered in the competitive weighing of nominations. The deliberative process of the Selection Committee is confidential and all decisions are final and subject to applicable California state law. A nomination may be considered in a category different from that in which it is nominated. Winners will be notified by **June 6, 2002.**

APPLICATION FORM
“FLEX YOUR POWER” ENERGY AWARD

Provide all information requested. Incomplete applications may be returned.

Preferred Category of Award Nomination (**Please check one**):

☐ **EDUCATION AND OUTREACH:** Innovative practices for educating and communicating with your public, customers, employees, or community about environmentally-aware techniques to reduce energy use and maintain long-term efficiency.

☐ **INTERNAL POLICIES AND REFORMS:** Pioneering energy-saving measures taken by your organization that fundamentally changed the way you do business. Initial steps such as new operating procedures in your company's facilities or development of a long-term energy plan for your community that are likely to have a long-lasting and sustainable impact for years to come.

☐ **INNOVATIVE IMPLEMENTATION ACTIONS:** Laudable and unique steps taken to help the state meet the energy challenge. These actions could include a variety of measures – from comprehensive facility retrofits and energy efficient construction to load management efforts – that reduced energy consumption and set a positive example for the rest of California.

Award Applicant: _____
Project/Program: _____
Organization: _____
Address: _____
City/State/Zip Code: _____
Contact Person: _____
Title: _____
Telephone: _____
Fax: _____
E-Mail: _____

Nominated by (if applicable): _____
Name: _____
Title: _____
Organization: _____
Address: _____
City/State/Zip Code: _____
Telephone: _____
Fax: _____
E-Mail: _____

Has the program, individual, or organization being nominated been honored with any other environmental or conservation award in the last five years? If so, list awards.

CERTIFICATION AND SIGNATURE: To the best of my knowledge, the information contained in this application is true and correct.

Name of Agency Director/CEO/Equivalent: _____
(Please Print)

Title: _____
(Please Print)

Signature & Date: _____

WHERE TO SUBMIT APPLICATIONS: The original and four copies of the application and supporting materials must be submitted to:

The Flex Your Power Energy Awards
State and Consumer Services Agency
915 Capitol Mall, Suite 200
Sacramento, CA 95814

APPLICATION DEADLINE: May 17, 2002

(Applications must be post-marked or hand delivered by 5:00 p.m on the above date.)

QUESTIONS: If you have any questions regarding the application, please contact Flex Your Power at (916) 651-9121.

CRITERIA FOR SELECTING AWARDEES

All programs will be evaluated according to the criteria listed below. Include any information related to these criteria in the two-page description of your program. The notes following each criteria category below are examples of factors that will be considered with each application and are not exhaustive. Not all aspects may be applicable to your program.

- 1.) **Results:** Projects should demonstrate a real and tangible result. Examples could include substantial energy cost savings, new and diverse audiences reached, measurable increases in productivity or significant payback on investments.
- 2.) **Transferability:** Projects, programs or policies should be designed and implemented so that other entities can learn from your experience or successfully follow your example. Noteworthy projects may have already been shared with and/or replicated by others to build upon your success
- 3.) **Resource Conservation Impact:** Projects must demonstrate commitment to both saving energy and protecting the environment with measurable and demonstrable results. Examples could include those projects that contribute to long-term environmental sustainability, reduce overall greenhouse gas levels, or reduce air pollution by replacing outdated equipment.
- 4.) **Leadership:** Projects and programs should demonstrate leadership in promoting energy efficiency and conservation to other entities and communities. For example, did you take a bold step in your organization or community that demonstrated courage or a willingness to take risks?
- 5.) **Innovation:** Projects, programs or policies should exhibit particularly creative and unique solutions, technologies, financing, or methods to increase conservation and efficiency.